



FACULTY SENATE

Student Affairs Committee

Minutes

February 6, 2020

8:30-10:00

Waterman 427a

- Present** Kenneth Allen (CNHS), Sin Yee Chan (CAS), Thomas Chittenden (Faculty Senate President), Terry Delaney (CALs), Jonathan Flyer (LCOM), Steve Gove (GSB), Jennifer Prue (CESS), Trish O’Kane (RSENR), Patricia Mardeusz (LIB), Sam Pasualoni (SGA)
- Absent** Nick Bouffard (SGA), Nancy Welch (CAS), William Louisos (CEMS), Mia Hockett (LCOM), Berke Tinaz (GSA),
- Guests** Annie Stevens, J. Dickinson, John Paul Grogan, Michelle Paavola, Carrie Fleider

Co-Chair Kenneth Allen called the meeting to order at 8:35 am Waterman 427a.

- 1. Minutes.** The minutes of December 2019 were approved with no changes.
- 2. Center for Health and Wellbeing Presentation, John Paul Grogan, Michelle Paavola and Carrie Fleider.**

John Paul Grogan presented Mental Health Data Indicators resulting from the 2018 Healthy Minds student assessment. Michelle Paavola and Carrie Fleider highlighted the Mental Health Action Plan for AY 19-20, and the next steps. Discussion included a desire for information and resources to be added to the MyUVM portal for access by both students and faculty. Jennifer Prue invited the presenters to return to the SAC for the April 2nd meeting.
- 3. GPA Calculations for Repeated Courses.** See below.

MOTION: After discussion, Steve Gove moved to vote on the policy as revised.

VOTE: The motion was seconded and **passed unanimously.**

Policy Proposal for GPA Calculations for Repeated Courses

A student may repeat a course at the University of Vermont, but will only receive credit once for that course. After a course is repeated, the student’s transcript will be revised to replace the previous grade for that course with an “R.” The GPA calculation will only include the grade for the repeated course, regardless of whether the repeated course grade is higher or lower than the initial course grade. A course may be repeated more than one time only at the discretion of the dean of the student’s college/school, after consideration of any impact on the student’s financial aid or progress to graduation.

~~Only the course(s) completed at UVM will be considered in the calculation of calculated into the GPA. Any transfer credit for repeated course work will be removed from the transfer credit record. Any credit for previously transferred course work that is repeated at UVM will be removed from the transfer credit record.~~

~~Only courses repeated after [date of implementation of this policy] will be addressed according to the policy above.~~

In order to make this happen, we will also need to approve of a new grade of "R" for designation of repeated courses for transcripts and so that the system will not to use a particular repeated course grade for GPA calculations. So, that policy language could read as follows:

The grade of "R" will serve the following function: After a course is repeated, the student's transcript will be revised to replace the previous grade for that course with an "R." The repeated course grade will be recorded in the semester in which it was repeated.

The grade of "R" will be added to the transcript key under "Other Grades (not included in computing grade point average)" with the following explanation: "Repeated course."

4. Policy on Attendance. See below.

MOTION: After discussion, Jonathan Flyer moved to approve the new policy on attendance.

VOTE: The motion was seconded and **passed unanimously.**

Revised Attendance Policy

Approved 12/5/2019 except for the highlighted section

Attendance Policy

Students are expected to attend all regularly scheduled classes. With the exceptions outlined below, the instructor has the final authority to excuse absences. It is the responsibility of the instructor to inform students of their policy for handling absences and tardiness and the consequences that may be imposed. Notification should be done both verbally and in writing at the beginning of each semester.

~~When scheduling for credit or extra credit activities (e.g., field trip, campus lecture, out of class exam) outside of the scheduled course time that are not part of the course's catalog description and/or highlighted in the Extended Course Description, it is the responsibility of the instructor to~~

- ~~1. provide notification both verbally and in writing about these activities, including any financial cost, no later than the end of the first week of class~~
- ~~2. provide and clearly communicate both verbally and in writing alternatives for students who cannot attend an out-of-class activity due to course, work, or other conflict~~
- ~~3. adhere with ADA and UVM policies to ensure that activities, including transportation, are accessible and impose no risk burden on students.~~

It is the responsibility of the student to inform the instructor regarding the reason for absence or tardiness from class, and to discuss this with the instructor in advance whenever possible. The instructor has the right to require documentation in support of the student's request for an absence from class and to determine the appropriate response (e.g., excused absence, deadline extension, substituted work). ~~If an out-of-class exam is scheduled which conflicts with a regularly scheduled class, the regularly scheduled class has priority.~~ If an out-of-class exam or other activity (e.g., field trip, campus speaker or event, workshop) conflicts with a regularly scheduled class, the regularly scheduled class has priority. Any conflicts between student and instructor regarding this policy may be presented for resolution to the course department chair or College dean's office.

When a student is unable to attend classes for reasons of health, bereavement, or required legal appearances (e.g., jury duty, citizenship hearing), the student should contact their academic dean's office regarding support. An instructor may request through the appropriate dean's office documentation to support a student's request for an excused absence.

Intercollegiate Competitions: Students who represent the University of Vermont in official intercollegiate varsity athletic or academic program-sponsored competitions should plan their schedules with special care, recognizing the primary importance of their academic responsibilities. It is the responsibility of the student to avoid signing up for a course or section whose scheduled meetings consistently conflict with the intercollegiate competition and travel schedule. If travel for such intercollegiate competition requires absences from a class, it is also the student's responsibility to provide the instructor with documentation of anticipated absences and to meet with the instructor regarding the missed course work and instruction. Provided a student has submitted documentation for absences due to participation in official intercollegiate competitions, an instructor must excuse the absences and should provide reasonable assistance to the student concerning missed instruction, assignments, and exams (**including final exams**). Any conflicts between student and instructor may be presented for resolution to the course department chair or College dean's office.

Religious Observance: Students have the right to practice the religion of their choice. Each semester students should submit in writing to their instructors by the end of the second full week of classes their documented religious observance schedule for the semester. Faculty will treat these absences as excused and will provide reasonable ~~assistance~~ **accommodation** to the student concerning missed instruction, assignments, and exams (including final exams). Any conflicts between student and instructor may be presented for resolution to the course department chair or College dean's office.

Disenrollment Policy: The instructor has the right to disenroll any student from a course if that student

1. does not meet the prerequisites of the course, or
2. fails to attend a scheduled course by the third instructional day of a semester or the second scheduled class session of a course, whichever comes later, unless the student has notified the instructor and has been excused.

To disenroll a student, the instructor must notify the registrar by the add/drop deadline. Upon such notification, the registrar shall remove the student's name from the class list and the course from the student's schedule. The student is responsible for determining whether they are enrolled in a class. Any conflicts between student and instructor may be presented for resolution to the course department chair or College dean's office.

5. Call for nominations to serve as SAC representative on the Educational Stewardship Committee.

Ken Allen announced that due to the time commitment, he will be stepping down as the SAC representative on the Educational Stewardship Committee (ESC). The ESC is a joint committee between the Provost and the Faculty Senate. The purpose is to ensure campus-wide good stewardship and coordination of the University's educational mission. It is important for the SAC to have a voice on this committee. An electronic nomination will be distributed to SAC members.

6. New Business – none at this time.

The meeting adjourned at 10:00 am.

The next meeting of the SAC will be on March 5th at 8:30am in Waterman 427a.